VSB TECHNICAL UNIVERSITY OF OSTRAVA | ACCOMODATION AND CATERING SERVICES

Instruction to apply for accommodation

Apply for accommodation

At the website https://iskam.vsb.cz/ student will login to the dormitory system.
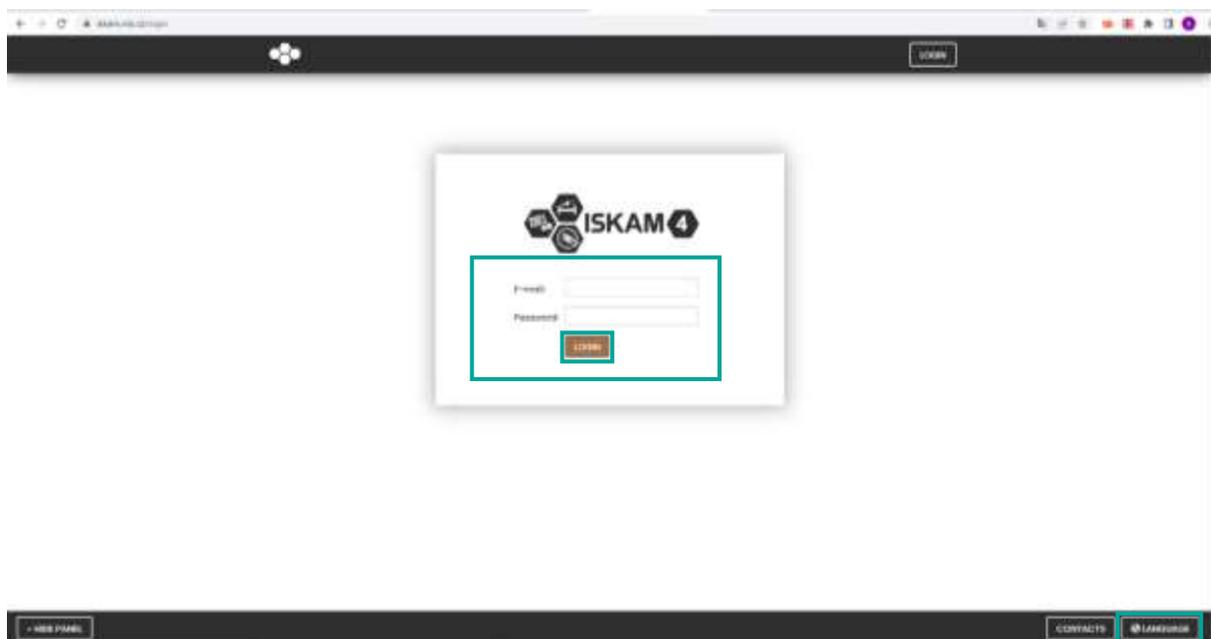
1. **Login**

   The method of logging in is addressed in the manual „Instruction to log in and orientation in the accommodation system ISKAM".

   a. **Designed for new foreign students of VSB-TUO except Slovakia:**

   You log to the system through the web address https://iskam.vsb.cz/login.
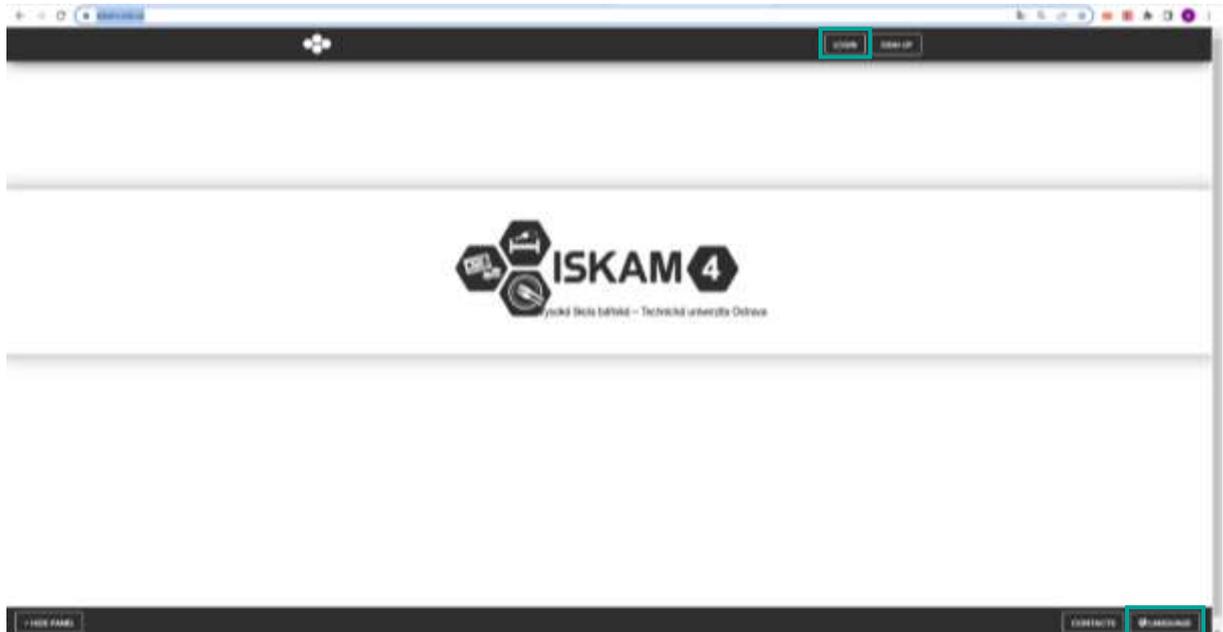
   Choose your language.

Student from VSB-TUO:
- fill in the e-mail address you provided during registration in the electronic study application
- use the password you provided during registration in the electronic study application
- click on login

b. Designed for foreign students of VSB-TUO and OSU except Slovakia, who were granted an identification number by the VSB-TUO card center

You log to the system through the web address **https://iskam.vsb.cz/**.

Choose your language.

Student and employee of VSB-TUO

– will use the login data from the SSO system (Single Sign On)

Student of OSU who has been assigned an identification number by the VSB-TUO card center

– will use the login data from the SSO system.

c. **Designed for foreign students of another school and other persons from abroad except Slovakia** (who have not yet resided in the dormitory)

You log to the system through the web address https://iskam.vsb.cz/Registrace/RegistraceISKAM.

Choose your language.
Fill in the data in the registration form.
Click on REGISTER

You log to the system through the web address **https://iskam.vsb.cz/login**.

After successful registration, you will receive an e-mail with a link to set a password. Only after setup will you be able to log in.
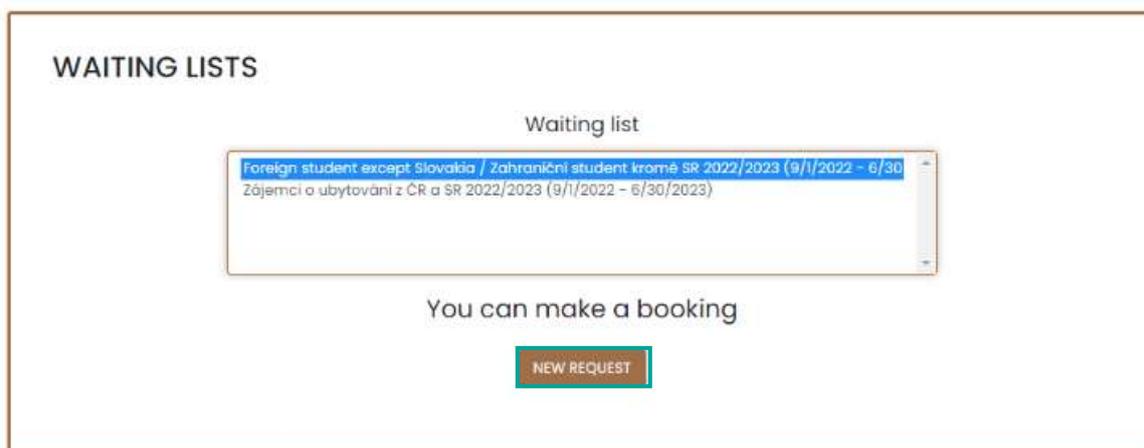
2. Application

Select the required waiting list and confirm in the dormitory system to enter the main menu option „Accommodation – Accommodation requests (waiting lists)":

- the list **"Foreign student except Slovakia / Foreign student except Slovakia "** is intended for those interested in accommodation from abroad except those from the Slovakia

- the list **„Summer accommodation (foreign student) / letní ubytování (zahraniční student)"** is intended for those interested in accommodation during the summer months

(July – August). Students from abroad except Slovakia.

After selecting the waiting list, click the button to submit a new request.

3. The preferred date of arrival

SELECT the preferred DATE OF ARRIVAL at the dormitory. The departure date is a fixed date. **It will be solved only with the staff of the Accommodation office.**
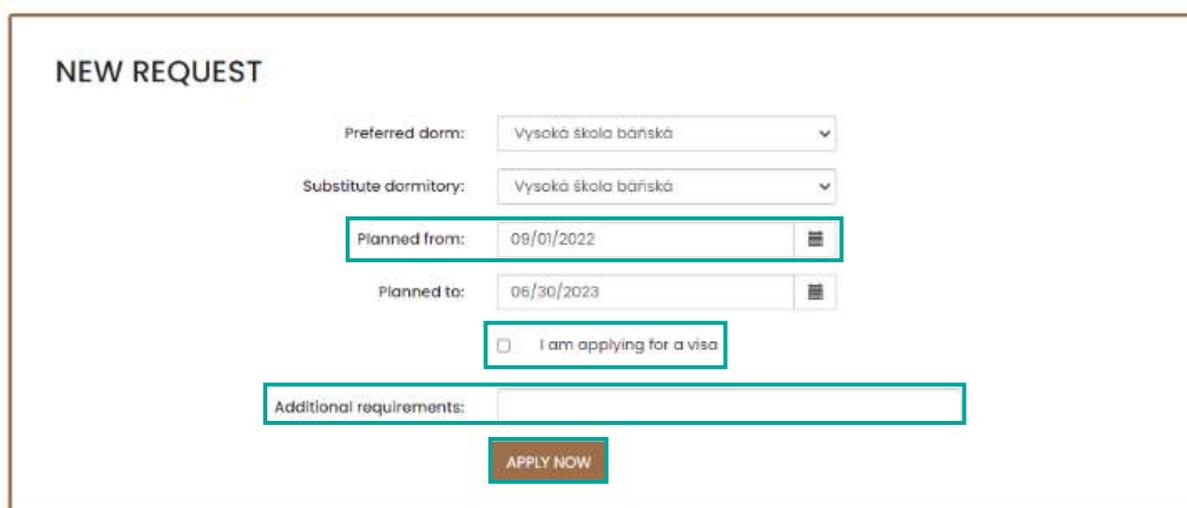
The applicant can also write his / her other additional requirements regarding the accommodation (roommate's name, building). It concerns especially foreign students!

If you are applying for a Housing contract for getting the visa, check the box: „I am applying for a visa".

IMPORTANT!!! If the correct Embassy is not listed here, please do not deal with it. We hand over the Housing contracts to your study department, which will send it to you.

For reasons of capacity, the selected dormitory, room and date of arrival may be changed by the Accommodation office.

The applicant will confirm his / her selection with the „Apply now" button and the application will be submitted.

The application is submitted and currently in the Pending state (Approval in progress).

If the applicant already lives in the dormitories, his / her preferred room (the current room where he / she lives) will appear in the application. If the request is satisfied where you have a preferred room, this room will be automatically assigned to you.

Important!! However, the current room may not be allocated. It is necessary to check after the approval of the application whether the room has been allocated for you, see point 4. Room selection.

The applicant has also the opportunity to cancel the preferred room from the previous accommodation and choose a new room (see later).

The applicant who are only interested in accommodation in the 1st semester (winter semester) check the box of interest in accommodation in the 1st semester. **It only applies to students of exchange program, e.g. ERASMUS.** The contract termination date will be adjusted for those applicants. If the box is not checked, it is assumed that the applicant will be in residence for both semesters.

The applicant selects the type of school he / she is applying to. **Students of OSU and other universities** (or other schools) **except students of VŠB-TUO** enter **a certificate of study**.
The applicant who lives in the dormitories at the time of the application and has a deposit will remain this deposit in the ISKAM system for the following year.

Other applicants must pay the deposit together with the submitted application according to the current instructions for the given application (Accommodation time schedule).

Only after the deposit payment, the status of your application will change from „Approval in progress" to „Preliminary approved", it means that the applicant will be allocated accommodation.

4. Room selection

According to the current instructions for the given application (Accommodation time schedule), the status of the application will change to **Satisfied**.

a) **Students** who have been interested in **booking their room, and reservations will be possible,** will have this room approved (allocated).
b) **For students** who are interested in **booking a room and booking will NOT be possible, the room will be selected by the staff of the Accommodation office.**
c) In the event that the student **is not interested in booking his room**, the room will be selected by the staff of the Accommodation office.

d) **For new students**, the room **can selected by the staff of the Accommodation office** or new students will have the opportunity **to choose a room themselves** - make a reservation according to the dates specified in the Accommodation time schedule or in the Accommodation Decision.

WAITING LISTS

Waiting list

Foreign student except Slovakia / Zahraniční student kromě SR 2023/2024 (6/18/2023 – 6/30/
Foreign student except Slovakia / Zahraniční student kromě SR 2022/2023 (3/7/2023 – 6/30/2
Zájemci o ubytování z ČR a SR 2022/2023 (3/7/2023 – 6/30/2023)

Request

Request status:	Approved
	Make a booking
Assigned dorm:	Vysoká škola báňská

NEW BOOKING FROM THE WAITING LIST FOREIGN STUDENT EXCEPT SLOVAKIA / ZAHRANIČNÍ STUDENT KROMĚ SR 2023/2024

From:	09/01/2023	
To:	06/28/2024	

Block	Floor	Room number	Cell	Number of beds	Available	Room attributes	Nationality of residents	
A	4	402A	✓	2	2			Select
A	4	402B	✓	2	2			Select
A	4	403A	✓	2	2			Select

SUMMARY

Dormitory:	Vysoká škola báňská
Block:	A
Floor:	4
Room:	402B
Number of beds:	2
Cell:	Room is part of a cell
Beds in Cell:	4
From:	9/1/2023
To:	6/28/2024
Price per night:	120 Kč

<< BACK	CONFIRM

5. Accommodation overview

You will see your reservation in the Accommodation - accommodation summary.

6. Signing contract

Once your request has been granted, you will be able to sign the Housing contract electronically.

The Housing contract can be signed after filling in all the necessary basic data, incl. bank account number (foreign students except Slovakia fill in only IBAN).